

# DRAFT

## Sea Club IV Board of Directors Meeting Minutes

Thursday, May 18, 2017, 10:00 AM, Social Room

- A. **Call to Order** – President Gil Lesko called the meeting to order at 10:00 AM. Board Members introduced themselves and a quorum was established.

a. **Board members present:**

President - Gil Lesko  
Vice President - June Lesko  
Secretary - Bill Craig  
Treasurer - John Swogger  
Director - Mary Spangler

b. **Members of Management:**

Resort Manager - Michael DiPaola

c. **Others Present:**

Greg Mafcher – Director of Resort Operations  
Dory Adams – ARC Controller  
Alice Grace –Americano – Administrative Assistant  
David Bowers –Americano – Director of Marketing  
Natalie Lopez –Americano – Lifestyle Ambassador  
Tom Cook, Jr. – Brown & Brown Representative

- The Manager attested to the posting of the Notice of Meeting. Approval of previous meeting minutes was moved by B. Craig, seconded by J. Lesko and passed unanimously. Secretary B. Craig announced that the meeting was going to be audio recorded for the purpose of facilitating the minutes.
- G. Lesko asked that the first order of business to be the Brown & Brown proposal. There were no objections.

B. **New Business** –

- a. Brown & Brown Representative Tom Cook presented a comprehensive insurance program for the Association which addressed some deficiencies and possible exposure in the current program, and upgraded the ratings of the insurers. Discounts apply as the resort can now take advantage of ARC's group insurance buying program.

The board directed management to proceed with the adoption of Brown & Brown's proposal.

- b. D. Bowers & N. Lopez from theAmericano briefly spoke about the VIP event that is held at theAmericano each Monday from 5-6:30pm. Sea Club IV guests are invited to come and it was made known that it is a NON-Selling event.

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C. **Financial Report** – D. Adams recapped the financial report and answered related questions:

- a. Switching banks from SunTrust to Alliance
- b. Transition to Rhea

D. **Resort Manager Report**

- a. M. DiPaola recapped RCI & Trip Advisor scores
- b. Recapped capital projects:
  - i. Bathroom Renovations APPROVED: Scheduled to begin the last week of Aug.
  - ii. Social Room Renovations APPROVED
  - iii. Keyless Door Entry PENDING: Get quotes from KABA-ILCO.
  - iv. Wi-Fi Upgrade PENDING: Spectrum is pulling permits and will possibly begin next month.

E. **Board Members Report-**

- a. G. Lesko –
  - i. Suggested placing a linen hamper in the rooms so that the guests can use that and a set time will be established for the housekeepers to enter the room (possibly have door hangers letting the staff know they can enter) and replenish the linens.
- b. B. Craig –
  - i. Requested a motion to have the board meetings more frequently. B. Craig made a motion for meeting on July 20, 2017, seconded by J. Swogger, unanimously passed.
  - ii. Recommended taking staff photos and displaying them with their names listed so the guests would know the staff member's names.

F. **Old Business**

- a. For the 2020 Vote: A voting proxy will need to be implemented in the event an owner is unavailable to place their vote. Voting certificates will need to be updated. Further discussion will take place at next meeting. ACTION: Tabled
- b. Board Members will review all policies prior to next meeting on July 20, 2017 and any changes can be made at that time. The revised smoking policy will be added to the policies. ACTION: Tabled
- c. Shutter Repairs: Discussed the removal and storage fees for the shutters. Possibly hardwire them into the units instead of by remote. They also can be hand-cranked if necessary. Further discussion will take place to go over quotes as well as if they will be reinstalled. ACTION: Tabled

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- d. Inventory & Sales Programs were recapped and discussed. The Board is considering a retail sales proposal from ARC to help liquidate the Association-owned inventory, the delinquent inventory to be recovered

## G. Adjournment

- a. G. Lesko made a motion to adjourn, J. Swogger seconded, unanimously approved. Meeting adjourned at 12:50

**Next Meeting (Owners welcome): Thursday, July 20, 2017, Social Quarters**

Respectfully submitted,

Alice Grace

Administrative Assistant  
Americano Beach Resort